
DISTRICT 1 TRANSPORTATION PLANNING ADVISORY LETTER

March 2005

This letter has been designed to enhance the District's Division of Transportation Planning relationship with Local Agencies and Tribal Governments. The letter will be posted on the web at www.dot.ca.gov and be updated quarterly. We are aiming to provide local agencies and tribal governments with a basic reference for pertinent information and reminders. Below you will find deadlines for grant applications, training and development opportunities, and a tip of the month. If you have any thoughts or suggestions on how this letter could better serve you, please feel free to contact [Scott M. Williams@dot.ca.gov](mailto:Scott_M.Williams@dot.ca.gov).

New Developments

Transportation Planning is in the process of reorganizing! Local Assistance is now teamed up with Regional Planning under Jan Bulinski as the Acting Senior Planner. Susan Tappan is now the Senior Transportation Engineer over Systems and Community Planning, Intergovernmental Review (IGR) and Administration.

Upcoming Training

CTIPS training coming soon!

March

Designing Bicycle and Pedestrian Facilities, Eureka CA March 24, 2005

Public Works Officers institute, Week of March 21st, Monterey

August

Transit Fundamentals, Redding CA August 29-31

Transportation Planning Program Update

Local Assistance Programs

Exchange-Match:

Invoices being accepted for the 04/05 Exchanges

Highway Bridge Replacement and Rehabilitation (HBRR):

Check in to make sure you are on schedule and your bridge is included in the FSTIP.

Transportation Enhancements (TE):

All 2004/2005 TE allocations must occur by May CTC meeting; there is no June meeting this year.

Hazard Elimination Safety (HES):

Candidate projects due April 15, 2005 for the 2005/2006 year.

Emergency Relief (ER):

Keep your fingers crossed and make sure you have a Disadvantaged Business Enterprise (DBE) program if you want to participate in this program.

Public Lands Highway (PLH):

No report.

Planning, Programming and Monitoring (PPM):

The CTC is allocating PPM funds so make sure you're standing in line.

Environmental, Enhancement and Mitigation (EEM):

New candidates may be accepted November 1, 2005

Bicycle Transportation Account (BTA):

Candidate projects were due February 1, 2005.

State Transportation Improvement Program (STIP):

All 2004/2005 projects must be allocated by the May CTC meeting. The deadline to Local Assistance is March 21, 2005.

Safe Routes to School (SR2S):

Solicitations coming out soon. We will also find out about state funding for last cycle soon.

Transit & Community Planning Grants**Community Based Transportation Planning (CBTP) and
Environmental Justice (EJ) Grants**

HQ is currently reviewing CBTP and EJ grant applications for the 04/05 FY and 05/06 FY. Successful applicants will likely be announced this fiscal year. Because of the budget constraints of last year, the 04/05-application period was put off until the time that the 05/06 FY cycle was announced/released. We estimate that the next cycle of applications (for 06/07) will be announced and available sometime early next fiscal year (July/August/September).

Mass Transit and Planning Transit Grants**FTA Sec 5310 Special Transit Needs of Elderly Persons and Persons with Disabilities
Grant Program**

Fiscal Year 2005/06 Cycle announcement October 1, 2004; applications due to Sacramento March 4, 2005.

FTA Section 5311 Non-Urbanized Area Formula (Regional Apportionment) Program

Cycle 23 funding announcement in Sept 2004, for 2004/05 capital or operating assistance.

FTA Section 5311 State Discretionary Reserve Program

Program information to be distributed in 2005

FTA Section 5311(f) Inter-City Bus Program

Cycle 13 funding announcement expected in April 2005, with applications due in June 2005.

FTA Section 5313(b) Transit Technical Assistance; Statewide Planning Studies; and Transit Professional Development Programs

FY 2005/06 applications for these three programs to Sacramento Nov 2004 for review; awards expected in 2005.

Federal Highway Administration (FHWA) Partnership Planning Program

FY 2005/06 applications to Sacramento Nov 2004 for review; awards expected in 2005.

****Disclaimer:** Not all agencies are eligible for all funding programs. Please contact your program coordinator at Caltrans for further information.**

Environmental “Did You Know?”

The **purpose and need statement** is a critical part of an Environmental Document. It establishes why the agency is proposing a specific transportation project. A concise, well-justified purpose and need section explains to the public and decision makers that the proposed expenditure of funds is necessary and worthwhile and that the priority the project is being given, relative to other needed transportation projects, is warranted. The purpose and need statement establishes the basis for selecting alternatives, and the ultimate selection of a project. It is also vital to meeting the requirements of Section 4(f) (49 USC 303), Executive Orders 11990 (Wetlands) and 11988 (Floodplains) and Clean Water Act Section 404(b)(1) Guidelines.

The Purpose and Need statement addresses two questions: “What is the purpose of the Project? And Why is it Needed?” “Need” may be thought of as the problem, while “purpose” is the means to solve the problem. A statement of purpose and need should include a clear description and analysis of the problem(s) which the project is intended to rectify. Problems may include such things as inadequate capacity, safety, operational deficiencies, structural deficiencies, current and future demand, or other issues.

The statement of need should consist of an objective, factual description of the specific transportation problem(s) with a summary of the data and analysis that supports the conclusion that there is a problem requiring action. Quantified data, such as vehicle miles of travel, travel speeds, time of day characteristics, current and projected levels of service, accident rates and accident cause, and /or highway or road condition assessments should be utilized where applicable. Full documentation, such as reports and studies that were developed in the project planning process should be referenced in the statement of purpose and need and must be available upon request of reviewing agencies and the public.

The statement of purpose should define clear, but general goals which will resolve the problem(s) as defined in the discussion of “need.” General goals might be to increase capacity in order to meet projected future traffic demand, or to reduce accident and fatality rates. The purpose statement guides the range of alternatives that will be considered to respond to the established need. While specific, the statement of purpose should not be so narrow as to preclude a range of alternatives that could reasonably meet the defined objectives or to restrict decision makers flexibility in resolving conflicting interests.

The statement of need should be consistent with the regional transportation plan policies and goals. Transportation planning data developed for regional, subarea, and corridor planning can provide a primary source of information to establish purpose and need.

The history of project development should be briefly outlined. This should include a discussion of major project planning efforts and milestones, previous studies conducted by Caltrans, and/or by regional planning agencies, and early public participation and response.